



**STATEMENT OF PROCEEDINGS
FOR THE SPECIAL MEETING OF THE
LOS ANGELES COUNTY AUDIT COMMITTEE**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 374
LOS ANGELES, CALIFORNIA 90012**

Wednesday, December 4, 2013

10:30 AM

AUDIO LINK FOR THE ENTIRE MEETING. (13-5665)

Attachments: [AUDIO](#)

Present: Chair Dorinne Jordan, Member Lisa Mandel, Member Nick Ippolito and Member Michelle Vega

Excused: Vice Chair Carl Gallucci, Member Louisa Ollague, Member Kieu-Anh King, Member Lori Glasgow

Call to Order. (13-5456)

The meeting was called to order by Nick Ippolito at 10:35 a.m.

I. ADMINISTRATIVE MATTERS

1. Approval of the October 2, 2013 meeting minutes. (13-5457)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

2. Probation Department Success Stories. (13-5458)

On motion of Lisa Mandel, and by common consent, there being no objection, this item was continued to the next meeting.

II. REPORTS

3. Florence Crittenton Services of Orange County, Inc., d.b.a. Crittenton Services for Children and Families Foster Family Agency Contract Compliance Monitoring Review (9/12/13). (13-4661)

Karen Richardson, Department of Children and Family Services (DCFS), reported that the agency provided Special Incident Report training to their staff on June 20 and June 25, 2013. Ms. Richardson added that the next review is tentatively scheduled for May 2014 and will reveal if any of the recommendations have been implemented by the agency.

DCFS staff was instructed to provide a status on whether the review may be executed prior to May 2014 at the next meeting.

By common consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

4. Garces Residential Care Services Group Home Contract Compliance Monitoring Review (9/25/13). (13-5079)

Lisa Mandel questioned the quality of life issues referenced in the report and Karen Richardson, Department of Children and Family Services (DCFS), stated that a change in the monitoring process will facilitate the oversight to ensure that quality of life issues are improved.

Lisa Mandel utilized the situation in this Group Home as an example of the need to have social workers properly informed of specific elements that require additional attention when conducting visits.

Ms. Richardson stated that if DCFS suspects an agency is not spending funds appropriately, Auditor-Controller is notified to conduct a fiscal review and the agency may be placed on hold until corrections have been made. Ms. Richardson added that in this case the agency was not placed on hold.

Sandra Gomez Diaz, Auditor-Controller, reported that as of October 2010, the agency still owes \$7,900.

Kathy Gloster, Treasurer Tax Collector, reported that the agency is making payments of \$1009.66 per month.

Diana Flaggs, DCFS, reported that the agency is receiving approximately \$8,529, per month, for every child with a Level 12 rate classification.

On motion of Nick Ippolito, seconded by Lisa Mandel, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 5. McKinley Children's Center FFA Contract Compliance Monitoring Review (9/30/13). (13-5086)**

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 6. Teens Happy Home Group Home Contract Compliance Monitoring Review (9/30/13). (13-5159)**

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 7. Teens Happy Home Foster Family Agency Contract Compliance Monitoring Review (11/13/13). (13-5431)**

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 8. Cunningham's Group Home Contract Compliance Monitoring Review (10/02/13). (13-5087)**

Karen Richardson, Department of Children and Family Services, reported that the Group Home received Community Care Licensing (CCL) citations in January 2013.

Ms. Richardson was instructed to report back with the status of the citations.

By Common consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

9. B & I Group Home Contract Compliance Monitoring Review (10/9/13). (13-5088)

Lisa Mandel expressed concern with issues related to the motivation of the youth placed at the Group Home.

Karen Richardson, Department of Children and Family Services (DCFS), reported that this is one of the Group Homes that will be provided more frequent trainings. Ms. Richardson proposed a visit to the agency to determine if the corrective action plan has been implemented.

The Committee instructed DCFS staff to report back with an update at the next meeting.

By common consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

10. Human Services Network d.b.a. Youth Services Network Group Home Contract Compliance Monitoring Review (10/9/13). (13-5153)

Karen Richardson, Department of Children and Family Services, will confirm if the Child Protection Hotline does not take referrals for non-minor dependents and email Committee members with an update.

By Common consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

11. Lifecircle Unlimited Inc., d.b.a. Lifecircle Group Home Contract Compliance Monitoring Review (10/10/13). (13-5090)

Lisa Mandel expressed concern with facility issues and the average age of the youth placed at this Group Home.

Diana Flaggs, Department of Children and Family Services (DCFS), reported that monthly meetings are being held with the Group Home to make sure they are in compliance with contracts, Out-of-Home Care and fiscal matters. DCFS will further evaluate the progress made by the Group Home to determine if they should be placed on hold or a more extensive Corrective Action Plan should be implemented.

Michelle Vega posed questions about consequences for the Group

Homes that fail to allocate funds responsibly and have programmatic issues.

Diana Flaggs and Karen Richardson, DCFS, reported that consequences include contract recourse and placement of the Group Homes on the Contractor Alert Reporting Database (CARD).

Discussion ensued related to the current Group Home Rate Classification Levels (RCLs) and the need to have fiscal consequences for Group Homes that fail to provide adequate services to the youth.

Nick Ippolito expressed the need to have the Chief Executive Office incorporate a RCL discussion to their legislative priority agenda and will follow-up to ensure it is discussed in the Children and Families' Well-Being cluster meeting.

Ms. Flaggs provided an overview of the RCLs process and what is expected from the Group Home.

On motion of Nick Ippolito, seconded by Lisa Mandel, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

12. Fred Jefferson Memorial Home for Boys Group Home Contract Compliance Monitoring Review (10/10/13). (13-5091)

Diana Flaggs, Department of Children and Family Services (DCFS), reported that the Group Home has proposed a compromise related to their fiscal issues and the State has initiated a solvency review on the Group Home.

DCFS staff was asked to obtain a status update of the State solvency review.

Karen Richardson, DCFS, reported that the Director of the Group Home is aware of the seriousness of the findings and the Group Home has not been placed on hold. Ms. Richardson added that Community Care Licensing citations have been resolved.

By common consent, there being no objection, this item was continued to next meeting to allow DCFS staff to provide a status update of the State solvency review.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

13. Washington Hancock Home For Girls Group Home Contract Compliance Monitoring Review (10/10/13). (13-5155)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

14. Paragon Center Group Home Contract Compliance Monitoring Review (10/17/13). (13-5114)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

15. Beta Foster Care Foster Family Agency Contract Compliance Monitoring Review (10/18/13). (13-5092)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

16. Aviva Children and Family Services Group Home Contract Compliance Monitoring Review (10/18/13). (13-5119)

Diana Flagg, Department of Children and Family Services (DCFS), reported that the total amount owed by the Group Home is yet to be determined and they have not been able to provide supporting documentation for the distribution of clothing that allegedly was provided to the youth.

DCFS staff was instructed to have the Probation Department ask the youth if the clothing was received by them.

By common consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

17. Eggleston Youth Center Group Home Contract Compliance Monitoring Review (10/22/13). (13-5116)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

18. Holy Family Services Foster Family Agency Contract Compliance Monitoring Review (10/25/13). (13-5120)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

19. Childhelp, Inc. Foster Family Agency Contract Compliance Monitoring Review (10/25/13). (13-5167)

By common consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

20. O'Conner & Atkins Group Home Contract Compliance Monitoring Review (10/25/13). (13-5168)

Dorinne Jordan questioned what steps are being taken to correct issues of non-comprehensive Needs and Services Plans (NSPs) by the Group Home.

Karen Richardson, Department of Children and Family Services (DCFS), reported that the Group Home's Corrective Action Plan includes an NSP check list that will be reviewed by the in-home social worker, the manager and the administrator prior to submitting it to DCFS. Ms. Richardson stated that in an effort to assist agencies with NSPs, trainings are being restructured to be conducted more frequently, to include case examples as learning tools and to be recorded and posted on the DCFS website. Full implementation of the restructuring of the trainings is scheduled for April 2014.

Lisa Mandel expressed concern about the lack of school participation and personal rights violations for the youth at the Group Home.

DCFS staff was instructed to report back with a status update and contact Community Care Licensing about the personal rights violations.

Sandra Gomez-Diaz, Auditor-Controller, reported that the review conducted for the Group Home revealed approximately \$3600 in questioned costs; however, it has been fully repaid.

By common consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 21.** Fleming and Barnes, Inc. d.b.a. Dimondale Adolescent Care Group Home Contract Compliance Monitoring Review (10/25/13). (13-5169)

Karen Richardson, Department of Children and Family Services, provided an overview of the Community Care Licensing citations and reported that the Group Home revised their hiring procedures to include enhanced health screenings.

By common consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 22.** Junior Blind of America Group Home Contract Compliance Monitoring Review (11/5/13). (13-5330)

Karen Richardson, Department of Children and Family Services (DCFS), provided an overview of Community Care Licensing (CCL) citations for the Group Home and reported that all citations have been cleared by CCL.

Lisa Mandel expressed concern about a Child Protection Hotline referral, for an injured youth, that was evaluated out because the youth was not a DCFS dependent.

Discussion ensued about referrals that are evaluated out by the Child Protection Hotline because the youth are not DCFS dependents and the need to have future DCFS reports reflect whether the evaluated out information has been provided to County Social Workers.

DCFS staff was instructed to follow-up with the Child Protection Hotline with regard to the youth that was injured at the Group Home and also confirm if the temporary staff hired by the Group Home was fully qualified to conduct their duties.

By common consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 23.** South Bay Bright Future Group Home Contract Compliance Monitoring Review (11/7/13). (13-5364)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 24.** Niños Latinos Unidos Foster Family Agency Contract Compliance Monitoring Review (11/12/13). (13-5488)

Karen Richardson, Department of Children and Family Services (DCFS), reported that due to the volume of children placed with this agency, oversight will take place quarterly in the areas of contract monitoring and Out of Home Care. More frequent technical assistance, training and support will also be provided. Ms. Richardson reported that the Strategic Plan Objectives will enhance the reporting, the collaboration of the monitoring process and the work executed by social workers on a monthly basis.

Lisa Mandel expressed concern with the Social Workers not being aware of specific issues that may be of essence during their visits. Ms. Richardson stated that reports are sent to managers but may not reach the social workers. Social Workers are notified when the agency will be placed on hold in order to enhance their visits and the rotation or transfer of cases between social workers presents a communication problem.

Discussion ensued about possible alternatives to notify social workers of issues that may be fundamental when conducting visits for a particular agency.

Diana Flaggs, DCFS, reported that a centralize search engine process may be of help for new Social Workers.

Ms. Richardson reported that recommendations to enhance the collaboration with social workers will be presented to the DCFS Executive Operations team. A discussion item will be included in the next agenda for DCFS staff to present a status report.

On motion of Nick Ippolito, and by Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

25. Children's Institute, Inc. Foster Family Agency Contract Compliance Monitoring Review (11/12/13). (13-5512)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

26. Hannah's Children's Homes Foster Family Agency Contract Compliance Monitoring Review (11/19/13). (13-5554)

On motion of Lisa Mandel, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

III. DISCUSSIONS

27. Comprehensive Schedule of Audits and Results for DCFS Group Home and Foster Family Agency Contractors (Continued from meeting of 10/2/13). (13-4139)

Sandra Gomez Diaz, Auditor-Controller, reported that the web-based system is still being worked on.

28. Probation Group Home Monitoring Report. (13-5460)

On motion of Lisa Mandel, and by common consent, there being no objection, this item was continued to the next meeting.

IV. MISCELLANEOUS

29. Matters not on the posted agenda (to be Presented and Placed on the Agenda of a Future Meeting). (13-5461)

There were no matters posted.

30. Public Comment. (13-5462)

No members of the public addressed the Committee.

31. Adjournment. (13-5463)

There being no further business to discuss, the meeting adjourned at 11:51 a.m.